

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF July 18, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Vice Chairman William Conaway who led the Pledge of Allegiance. Supervisors Nedette Otterbein and Michael Shillott were present, in person. Also present was Corina Mann, Manager; Brad Leber, Solicitor; Jason Test, Zoning Officer; Kate Nopulos, Administrative Secretary; and Dorinda Nordsick, Admin/Finance Coordinator.

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for June. During the month of June there were a total of 652 calls with 33 reported accidents, 42 criminal charges, 99 traffic citations and 97 traffic warnings. All officers completed their monthly Boyle training, K9 Officer Carpenter and K9 Cerberus completed their monthly training, and Officer Moyer attended a week-long firearms instructor course. Lieutenant Heistand attended an evidence room management class and Officer Crater held two training days on the range.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for June. During June, the department responded to 41 calls of which, 26 were in Hellam Township. In comparison, last year there were 37 calls of which 19 were in Hellam Township. There was one automatic fire alarm reported during the month. Members attended training on Basic Rigging for Rope Rescue, Trech Rescue Operations, Firefighter 1 Certification Review, and Firefighter Survival. The station is undergoing some minor renovations, which include converting the 20+ year old rooftop heating unit in the apparatus bays to hanging heaters and also painting the first floor including the four apparatus bays, office spaces, and social room. The new Brush truck continues to make progress and is expected to be completed in August.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for June. The department responded to 84 calls during the month of June, 34 of which were in Hellam Township. The department has two members finishing up the EMT academy and held its first Chicken BBQ of the year. They are still working on, and collecting donations for, the golf tournament. ATR personnel assisted Harvard County, MD units and stood by for multiple water issues, including swift water incidents.
- C. Ambulance** – No report.
- D. Emergency Management** – No report.
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for June. During the month of June, the department completed the first round of road side mowing, prepped roadways for chip seal, cleaned up several trees across roadways, replaced street signs, post and break aways that were stolen or damaged, and trimmed trees on several roads. The department also ran routes several times to clean storm boxes and debris off roadways, attended PA Safety Days, completed nine stormwater inspections, and responded to 38 PA one calls.
- F. Zoning** – Zoning Officer, Jason Test, provided a written report for June. During June, there was a total of 14 permit applications received and 13 permits issued. There were three new complaints and one resolved. There was also a list of ongoing Zoning cases and pending ordinances/resolutions. District 2 is 95% complete for pumping and District 3 is 42% complete.

- G. Environmental Advisory Council** – The EAC provided a copy of their minutes from their July 8, 2024 meeting. Old business discussed included the Rain Garden, Strategic Plan, Kreutz Creek water quality monitoring, and DEP creating active committee to set PFAS standards. New business included mowing and weed ordinances, rain barrel painting for raffle at National Night Out, Bill Sprenkle attending meeting to discuss burn ordinance, and asking Ms. Nopulos when next newsletter article is due. There was also a list of action items to do before next meeting. Ms. Phyllis Koster asked what more the EAC can do as far as the KC water quality testing and information. Supervisor Otterbein stated that she feels the EAC has done their part and that it would be a good idea for the township to put the Susquehanna Riverkeepers link on the township website to keep the residents informed.
- H. Eastern York Sewer Authority** – Minutes from the Authority's May 20, 2024 meeting were provided. Total expenses for May 2024 were \$34,426.17.
- I. Eastern York Recreation Authority** – Provided a copy of their July 2024 Director's Report.

Communications from Citizens

Philip Torney, Anne Torney, and Rick Paules expressed their displeasure with the Short-Term Rental being operated at 6056 River Dr. They again expressed that people using 6056 River Dr are trespassing. They have also provided complaints of tall grass/weeds and trash not being removed from the property as well as a complaint of an inadequate septic system do to the system being a cesspool.

Jason Test, Zoning Officer, provided a brief presentation of the complaints that have been received. Mr. Test presented three videos that were provided by Mr. and Mrs. Torney. The videos do show an individual or individuals trespassing on their property. Mr. Test stated that Mrs. Torney called the Hellam Township Police Department on July 1, 2024 due to trespassers. The Hellam Township Police Department did not respond per the request of Mr. and Mrs. Torney, but they did speak to Mrs. Torney by phone. Mr. Test obtained a copy of the police report and the report states that Detective Sergeant Mills spoke to Mrs. Torney who advised of the trespassing and a female and a juvenile fishing without a license. Mr. Test explained that a Notice of Violation letter had been issued to the property owner for the trespassing. He explained that the Sewage Enforcement Officer, Patrick Buel, inspected the septic system in May and advised that it is a functioning system.

Mrs. Torney read a letter that she had drafted and Mr. Paules read a list of changes that he would like to see in the Short-Term Rental Ordinance.

Supervisor Otterbein requested that the Planning Commission review the Short-Term Rental Ordinance.

Ms. Katina Snyder stated that people are having issues with the Comprehensive Plan Survey. Online they can't get past question 15 so it invalidates the survey, and the paper copies don't seem to be the complete survey. Ms. Corina Mann stated that there was an error during the copying and printing of the surveys and Ms. Nopulos made new, corrected copies to hand out. Supervisor Otterbein stated that if someone is having issues with the survey or has feedback, they can email her. She also explained that this is just the first step in the process and there will also be a public meeting coming where people can share their thoughts and ideas.

Mr. Greg Arnsberger asked what percentage of people participate in things like the survey. Supervisor Otterbein stated that one to two percent is considered great, but she is hoping to see ten percent response for this particular survey.

Mr. Torney asked about the status of the River Drive culvert bridge project. Ms. Mann stated that the permit is currently with DEP and is in technical review.

Planning and Zoning

- A. Resolution 2024-11: Sewage Planning Module – Lot 7 – Woodshead Terrace-Joseph Kiely – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, Resolution 2024-11, was approved. Motion carried 3 – 0.
- B. Storm Water Security release: 5970 Beidler Road - \$50,966.30 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the storm water security release for 5970 Beidler Road, in the amount of \$50,966.30, was approved. Motion carried 3 – 0.

Planning Commission

None

Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the meeting minutes from June 20, 2024 were approved. Motion carried 3 – 0.

Financial Reports

- A. Budget Report – June 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the June 2024 Budget Report was approved. Motion carried 3 – 0.
- B. Treasurer's Report – June 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the June 2024 Treasurer's Report was approved. Motion carried 3 – 0.
- C. Disbursements List – July 3rd & 20th 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the July 3rd & 20th, 2024 disbursement lists, were approved. Motion carried 3 – 0.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Asked the Board for their thoughts on allowing Mr. Nathan Kauffman's tractor to remain on the front lawn at the Township building. Mr. Kauffman will provide the white stone to surround it, making it easier for the mowing contractor. She also asked if the Board would prefer it in another location. There was some discussion regarding damage and liability. Ms. Mann said she will see if Mr. Kauffman would be willing to sign a release or waiver.
- Reported that the Horn Farm is requesting to close Horn Road on September 28, 2024 from 7 a.m. to 5 p.m. for their Paw Paw Festival. Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the request was approved. Motion carried 3 -0.
- Provided copies of information from History Made Here – York County 275th Birthday – August 19th. They are asking for municipalities to do a Resolution supporting, and consider participation in, York County festivities. All supervisors agreed to have Ms. Mann do the Resolution.
- Provided a copy of website stats for June 2024.
- Provided an email from YCPC in reference to Complete Streets Workshop being held on August 8th from 9 a.m. to 11 a.m. Supervisor Shillott said he would like to attend.
- Reported that there will be a presentation on July 31st at Eastern York High School regarding plans for the Susquehanna Riverland State Park.
- Reported that the community center has a new roof and the next steps will be installing new lights and updating electric to one meter. This is funded through an LSA4 Grant from the State.

- Stated that new playground equipment was installed at Liberty Park today and should be completed by tomorrow. The was funded by the Marcellus Shale Legacy Fund from the County.
- Reported that the auditors were in house last week, and staff is working on getting them some final paperwork to complete the audit.
- Reported that the Pars4Paws Golf Tournament was a great success the year and the gross profit for the K-9 fund was \$19,500.

Solicitor:

- No report.

Communications from Supervisors

A. Board of Supervisors Annual Objectives List

- a. Supervisor Otterbein stated that she will be meeting with York County Economic Alliance and Ms. Heather Bitner regarding the 462 corridor. Ms. Katina Snyder asked why there are meetings regarding Rt. 462 before having survey results. Supervisor Otterbein said the meetings are regarding research to see if Rt. 462 is big enough for what the Township currently has and if there is capacity to grow more. Supervisor Otterbein also stated that policies and procedures are being updated and should be done for review in August.
- b. Supervisor Shillott reported that the Stormwater Grant for Kreutz Creek has been submitted to DEP.

Old Business

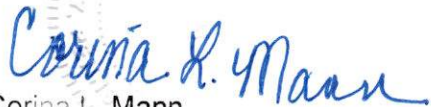
None

New Business

- A. Ordinance 2024-01: Private Firearm Target Practice Areas/Review and approval to advertise – After some discussion the Board decided that the ordinance needed to go back to Planning Commission for further review.
- B. The next Board of Supervisors meeting will be August 1, 2024, at 6:00 p.m. to discuss budget and objectives.

Vice Chairman Conaway adjourned the meeting at 7:57 p.m.

Respectfully submitted,



Corina L. Mann
Secretary